**Letter to the Editor Grading Rubric**

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|  | **Fair** | **Good** | **Excellent** | **Total**  |
| **Argument & voice** | Student’s argument is unclear or indiscernible. | Student’s argument is clearly stated but lacks appropriate tone (i.e. too casual, too forceful). | Student concisely states opinion in direct, respectful manner. Argument is well-reasoned and logical | *\_\_\_\_\_/* |
| **Clarity, structure, grammar & punctuation** | Letter has three or more errors in grammar or punctuation. The argument lacks cohesion and a logical format. Facts are referenced without transitions. | Letter has less than three errors in grammar or punctuation. The argument is clear but lacks transitions or a proper conclusion. | Letter is free from grammatical errors and uses correct punctuation. The argument is clear and builds logically from a statement of opinion, to supporting references, to a conclusion. | *\_\_\_\_\_/* |
| **Factual references** | Only one reference is cited. Reference lacks any apparent connection to the argument, or connections are poorly drawn. | Only two references are cited. References do not directly relate to argument. | At least three references are cited. References are clear and accurately presented. References directly support argument. | *\_\_\_\_\_/* |
| **Total points** |  |  |  | *\_\_\_\_\_/* |